

## Arizona Refugee Resettlement Program Public Private Partnership Rights and Responsibilities

You have been identified by your Arizona Refugee Resettlement Program (RRP) service provider as an eligible beneficiary for the Refugee Cash Assistance (RCA) or you have been enrolled into Temporary Assistance to Needy Families (TANF) by your sponsoring Resettlement Agency. As such, you are eligible to enroll into the Public Private Partnership (PPP) program. Enrollment in this program is voluntary and requires your consent as well as agreement to follow through on the points detailed in the Responsibilities section of this document.

As an eligible Refugee Resettlement Program client in Arizona, you are being provided this document in the language for which you have expressed proficiency. Should you identify that you are not literate in this language, the document will be interpreted for you in the identified language of proficiency.

### ***Rights:***

By enrolling into PPP you are eligible to receive either RCA payments if you are single or a childless couple, or the Supplemental TANF Payments if you are a family enrolled into TANF. Both types of payments through PPP will be made to you via a payment card. The following are the payment ceilings based on family size:

Size of Family Unit	Monthly Payment Ceiling
1	\$335
2	\$450
3	\$570
4	\$685
After four add \$70 per family member	

If you are enrolled into RCA, you will receive your full payment amount on the PPP payment card. Should you be enrolled in the TANF Program you will receive the difference between the PPP payment amounts, listed above, and State the TANF payment amount, listed below, on the PPP payment card. Current State TANF rate stand at the following:

Family Unit Size	Monthly Payment Ceiling
1	\$164
2	\$220
3	\$278
4	\$335
5	\$392
6	\$283
7	\$319
8	\$355
9	\$391
10	\$427
11	\$463
12	\$499

For the purposes of the RCA, family unit size will be determined by the number of individuals living in a contagious housing unit and who contribute to a common household budget. Supplemental TANF Payment family size will be determined by the State TANF program.

RCA and Supplemental TANF payments can only be provided for up to eight months from your date of United States entry or grant of qualifying status.

RRP and RRP contractors approve RCA payments based on active employment task being entered in the Arizona Refugee Resettlement Program Online Database System (ARRPODS). When active employment tasks are observed, your next month's RCA payment is approved. Should a month(s) elapse without an active employment task, that month's RCA payment will be held until active employment task(s) are observed again. Once active employment task(s) is observed payments that were held due to inactivity will be released.

Supplemental TANF payments are made in accordance with your compliance in the State TANF program. To obtain Supplemental TANF payments you need to stay enrolled into TANF and stay in good standing with the State TANF program. Any reductions or terminations made by the State TANF program will be matched like for like in the Supplemental TANF payments.

The purpose of RCA and the Supplemental TANF payments are to provide support to help you and your family in maintaining your household while you seek employment. Once you enter employment, the Supplemental TANF payments will be ended in conjunction with the end of the TANF cash assistance and RCA payments will be ended according to the following procedure:

- If your family units income exceeds your basic expenses as documented in case budgets in the Arizona Refugee Resettlement Program Online Data System (ARRPODS), your case may be susceptible to begin closure proceedings.
- Cash assistance payments will be ended reduced once the family unit has earned sufficient income from employment to take over the maintenance of the family units household expenses. Where earning sufficient income is defined as the household having been paid one month's worth of expenses from your employer(s).
- Should you or another member of your family unit enter employment sooner than the average amount of time it takes Refugees to obtain a job from program enrollment, you will receive an income disregard until the average time has elapsed. The average amount of time is calculated by looking at one year's job placement data in ARRPODS.
- Should family unit combined income exceed expenses, and the average time to job placement has elapsed, your cash assistance will be terminated

### ***Responsibilities:***

To receive the TANF supplemental payments offered under the PPP program all members of your family unit must stay in good standing with the State TANF program.

To receive the RCA offered under the PPP program all nonexempt members of your family unit must comply with the criteria set forth in the Code of Federal regulations 45.400 Sub Sections 75 and 77.

## Employment Search Responsibilities

- Register with an RRP employment service provider within 30 days of receipt of cash assistance unless exemption criteria are met and documented pursuant to the Refugee Resettlement Program State Plan. A list of current exemptions can be found after the Acknowledgment and Consent to Enroll section of this document.
- Participate in the employment services provided by your RRP service provider. You will be responsible for carrying through any employment that where you are designated as the responsible party. Tasks are action items agreed upon by you and your caseworker which are designed to help you obtain a job. Only tasks that present with your signature are consider valid for this sub-part.
- Go to a job interview which is arranged by the State agency or its designee.
- Accept at any time, from any source, an offer of employment as determined appropriate by the state Refugee Coordinators Office.
- Participate in language training services, offered by RRP, designed to assist you in job acquisition.
- Request clarification on any requirements of the RCA program that you are not familiar with.

## Responsibilities Post-Employment Entry

As a condition of continued receipt of Refugee Cash Assistance, an employed recipient may not, without good cause, voluntarily separate from employment

## Additional Details for RCA:

- The total daily commuting time to and from home to the service or employment site must not normally exceed two hours, not including the transporting of a child to and from a childcare facility, unless a longer commuting distance or time is generally accepted in the community, in which case the round-trip commuting time must not exceed the generally accepted community standards.
- You are required to accept a job offered, if determined appropriate by the State Refugee Coordinators Office, is required to be accepted by without regard to whether such job would interrupt a program of services planned or in progress unless the you are currently participating on the Job Training Program or Vocational Training program which will result in a guaranteed offer of employment upon completion and the total duration of the program is shorter than the maximum amount of time RCA is offered for.

### **Acknowledgment and Consent to Enroll:**

I \_\_\_\_\_ confirm that I fully understand the contents of this document and agree to comply with all responsibilities as listed in the *Responsibilities* section to receive the services that are enumerated under the *Rights* section of this document. I understand that failure to comply with the responsibilities section of this document will result in the termination of Cash Assistance.

Client Signature: \_\_\_\_\_

Staff Member Signature: \_\_\_\_\_

Interpreter Signature: \_\_\_\_\_

Date: \_\_\_\_\_

I \_\_\_\_\_ confirm that I fully understand the contents of this document. I am fully aware of the services that are offered to me under the Rights section and decline enrollment into the PPP program.

Client Signature: \_\_\_\_\_

Staff Member Signature: \_\_\_\_\_

Interpreter Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### **Current Exemptions:**

In compliance with the general requirements of 45 C.F.R. Part 400 § 400.75, applicants are subject to all RCA work participation requirements pursuant to their Employability Plan, unless otherwise exempt for one of the following reasons:

- Incapacitated, when determined by a physician or licensed or certified psychologist and verified by a caseworker that a physical or mental impairment, by itself or in conjunction with age, prevents the individual from engaging in employability activities. A health or mental health practitioner stating that the refugee is unable to participate and giving a timeframe for duration of the exemption or review of the exemption will complete the verification.
- A pregnant woman in the last three months of her pregnancy is exempt from job search. She is exempt from all employability activities for twelve consecutive weeks following the birth of her baby. Medical verification of the last trimester of the pregnancy is required.
- A parent with a child or children over 12 weeks old when there is no childcare available. Documentation stating that the family is unable to access the Arizona Child Care Assistance Program or other childcare programs will be reflected in the case file. This exemption applies only to one adult per household.
- Caretaker of a child who is unable to care for themselves under standards and precedent set by the Arizona Department of Child Safety. This exemption applies only to one adult per household.
- Caretaker of a totally dependent person due to medical or mental health issues is exempt from employability activities if a medical or mental health provider has indicated that this person needs full-time care. This exemption applies to only one adult per household.
- Working at least 30 hours a week in unsubsidized employment expected to last at least 30 days. This exemption continues to apply if there is a temporary break in full-time employment expected to last no longer than ten workdays.
- Under age 16; or under age 18, but a full-time student (as defined in the TANF Program).
- Participation in Job Corps is considered a valid work search activity.
- Age 65 or older.
- A victim of domestic violence where working or participation in employability activities will put them at further risk of harm.

